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From: Element K tips [tips@offers.elementkjournals.com]
Sent: September 27, 2004 6:43 PM
To: akagan@emphatec.com
Subject: IME Tip: Format comments to see the cells beneath (Excel 97/2000/2001/2002)

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***** THE TIP *****

Format comments to see the cells beneath (Excel 97/2000/2001/2002)

Cell comments are meant to be informative, but you'll often find that they obscure information you want to see. You can hide them or drag them out of the way easily enough. However, the process can grow tiresome if you need to repetitively toggle whether the comments are visible. Depending on your needs, you may have an alternative. You can format comments so they're partially transparent. That way you can view the comment's message and cell data beneath it simultaneously.

To demonstrate, open a workbook containing existing data. Select a cell in the middle of the used range and then choose Insert | Comment from the menu bar. Enter a brief note and then click on the comment box. Be sure that you click on the box shape's edge, and not within the comment's text area.

Now, choose Format | Comment from the menu bar. Next, click on the Colors And Lines tab. Using the Transparency slider, or its associated spin box, choose a setting of around 20 percent. Finally, click OK. You can now see through the comment to the cells beneath it. Experiment with the Transparency setting until you find a setting that you feel appropriately balances comment and cell data readability.

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